

Requirements for Interns

All descriptions and requirements are subject to change

Updated December 22, 2011

The City Archaeology Program has existed for approximately 30 years and is one of the largest and most important programs of its kind. Boston is the “City of Archaeology” with over 7,000 years of human history. The archaeological collections housed by the City are some of the most diverse and significant in the country and are irreplaceable parts of its history. As a public institution and research facility, I welcome everyone to participate in Boston’s archaeological past, however to ensure the protection and preservation of these collections, minimum requirements have been instituted and are outlined below. The City Archaeology Laboratory is a professional and scientific facility; however, it is also a place of discovery and hands-on learning. After reading the relevant requirements below, please contact me with any questions at joseph.bagley@cityofboston.gov. Email submission of letters and proposals is preferred, though paper copies can be mailed to the address below. Access to collections is at the discretion of the City Archaeologist and may be terminated at any time.

Sincerely,

Joe Bagley
City Archaeologist
Boston Landmarks Commission
Environment Department
City Hall, Room 805
Boston, MA 02201

Interns

Interns are students who have agreed to participate in the City Archaeology Program under a structured and formalized internship. Length and breadth of the responsibilities are to be discussed prior to the start of an internship. Internships are available to students in High School, Undergraduate, and Graduate programs. Internships are meant to provide archaeologists in training with a formal opportunity to further develop their interests and skills for a career in archaeology, to pursue possible research avenues, and gain valuable experience in laboratory, excavation, and analysis procedures. Intern positions are limited and time commitments are flexible. Interns typically participate for a semester or the summer and are expected to be in the lab a minimum of two days a week, preferably more. Access to collections is at the discretion of the City Archaeologist and may be terminated at any time.

Requirements:

- High School students
 - Seniors with plans to enter a relevant degree program are given priority, though Juniors who are seeking further information before applying to programs will be considered.
 - A letter of support from a teacher or staff member of your school

- A letter of permission written by the student's parent or guardian (if under the age of 18)
 - A written letter of interest from the student stating why they are interested in an internship, and what they would like to get out of the experience.
 - Details of time commitment, schedule, and scope of work will be discussed prior to the beginning of the internship.
- College students (undergraduate and graduate)
 - Enrollment in a relevant degree program (archaeology, anthropology, history, etc.) is an automatic qualification for volunteering
 - A written letter of interest from the student stating why they are interested in an internship, and what they would like to get out of the experience.
 - Details of time commitment, schedule, and scope of work will be discussed prior to the beginning of the internship.